

**Regular Meeting of the Township Board
Tuesday, May 10, 2022
Cleveland Township**

Clerk, Tanelle Budd, called the meeting to order at 7:00 pm. Present on roll call were, Todd Nowak, Jan Nowak, Angie Diotte, & Tanelle Budd. Present from the public were Rick Royston, & Eric Carlson and, two people from the public.

Motion by Angie Diotte and seconded by Jan Nowak to approve April 12, 2022 Minutes. Ayes: 5, Nays: 0. Motion carried.

Public Comment on Agenda- None

Supervisor's Report – Agreed with Tony Matar, to attend May 28th annual meeting at Sugar Loaf Townhouse properties. Sugar Loaf is finishing the clean up. Attended a few quick call meetings with Greg Julian with CAFD, with some potential for property at Miles Kimmerly, for a second location for a fire department. It became apparent at the meeting that it would be a dead issue, since it's parkland. When we get closer to deciding on a second location, we can look at property in the future.

Clerk Report – Received our insurance policy renewal. There is a 5% increase in the policy premium due to inflation, real estate value, and the market. Will discussion the motion to approve at the end of the meeting.

Our audit contract with Tobin was also sent in the mail. The supervisor would like time to review and we will discuss at next monthly meeting.

Will be sending out the reimbursement for the Special Leland Election. Everything went smooth and we had the largest turnout than the previous special election since I have been clerk.

Treasurer's Report – Angie: April 30, 2022

Revenue	\$ 21,416.88
Disbursements	\$ -72,788.70
Bank Balance	\$ 513,327.88

Motion by Todd Nowak and seconded by Tim Stein to approve April 30, 2022, Treasurer's Report. Ayes: 5, Nays: 0. Motion carried.

Planning Commission Report –Todd Nowak: Work on the survey, and we have about 1,700 to 2,000 addresses. It was decided to save money and time that the company we are ordering from will handle the mailing list labels and postage. There is no meeting in June, unless there is a site plan review.

Zoning Administrator's Report – Tim Stein for Scott Sheehan: Scott issued 3 land use permits. He took a lot of phone calls in his first month and the previous ZA helped out. One of the question referred to set backs and driveways are excluded from setbacks. Two residents called Tim to tell him that Scott was doing a great job, was knowledgeable and answered their questions.

Zoning Board of Appeals Report – Jan Nowak: None

Maintenance Report – Porta-potty is in the township park and the cemetery water will be turned on in the next day or so.

Assessor Report – none

Other members – none

Old Business –

Review/Update Cedar Area Fire and Rescue

- a.) **Update on Cedar Area Fire & Rescue Department: Rick Royston** – Our big concern was the comments attached to the minutes for the MOU. The fireboard is at a loss on a direction on how they should proceed. Does the board want us to move forward?

Tim: We do need to discuss this. Since that meeting a lot of items have come to light, both at meetings and written comments. With talking to fire chief, Greg, and Rick, I would like to recommend that we put the MOU in limbo, and let the existing inter-local agreement stand as it is and we can come back to the MOU when/if it is necessary and be prepared to follow through. Not everyone is in agreement.

Jan: all the extra money went to the equipment?

Tim: We were paying a contract for fire and emergencies. Anything extra that was not used for equipment expenses was used for capital improvements.

Rick: The fireboard is frustrated trying to get a program together for capital improvements. We would like to see the 4 townships in agreement.

Jan: The money we (Cleveland) put in, is only going for equipment?

Tim: The extra money we have put into (the 10%) would go toward ALS and training.

Rick: There was a \$50,000 surplus, and \$40,000 of that will go to the contingency fund, and the other \$10,000 will transfer and go back into the capital improvement fund so we are in the black in the end of the year. We understand Tim's approach to it.

Todd: In the black and having a surplus is something to keep an eye out on.

b.) Further Consideration and Review of Proposed MOU: Regarding Capital Building Expenditures: Pushing off this topic for now.

c.) Update on ARPA Funds- Tim Stein: Report to board that we did finish the project of expenditure for May. It was finished on 4/22 and received documentation it was approved. We can expend the first payment at our discretion, which will be used on our road budget.

New Business –

a.) Consideration of Approval for June 25, 2022, Little Traverse Lake Firework Display- M. Wysocki Application: Tim Stein- Mike submitted the application, and apologized for not being in accordance of our firework ordinance. The Township can approve the application. They have insurance coverage and due to demand from the company who performs the display this is the closest date they could get to July 4th. We haven't turned one down, the only issue is it's not as close to our ordinance dates. Tim will contact the Sheriffs department and DNR.

Motion by Jan Nowak and seconded Tanelle Budd to approve the Firework Application for M. Wysocki on June 25, 2022. Ayes: 5, Nays: 0. Motion Carried.

- b.) Consider for Approval Reappointment of John Depuy, as “at large” Member of the CAFR, for a term to run through 3/31/2024. Tim: John has been serving since the conception of the CAFR.**

Motion by Tanelle Budd and seconded Angie Diotte to approve Reappointment of John Depuy, as “at large” Member of the CAFR, for a term to run through 3/31/2024. Ayes: 5, Nays: 0. Motion Carried.

- c.) Review/Discuss for Approval Zoning Ordinance Amendment Section 9.11 Agricultural Tourism- Tim Stein:** Received workup by Dean Manikas, on an amendment that would cover agricultural tourism. I think it’s a good thing for our township, and our county. Farmers can use their land and farms can utilize their property to seek lodging and tourist can participate in working farms.

Todd: I think it’s good for the community. PC had a unanimous vote.

Tim: The intent of this zoning provision is to support the economic sustainability and resiliency of local farming by allowing flexibility for a farmer to meet changes in market, social, and environment conditions through agricultural tourism. Biggest challenge that is going to happen is the definition of a working farm and some of the requirements there within, to continue to qualify the property as a working farm. We need to have the necessary checklists and definition in place. Cleveland has a limited number of working farms.

Todd Nowak moved for the adoption of the foregoing ordinance and Jan Nowak supported the motion for the Zoning Ordinance Amendment Section 9.11 Agricultural Tourism.

Roll Call Vote-

Voting For: Jan Nowak, Todd Nowak, Tim Stein, Tanelle Budd, & Angie Diotte

Voting Against: 0

Motion Carried

d.) Review CAFR 2022-2026 Strategic Plan and Plan Discussion Letter: Rick

Royston- The risk assessment is in there showing what risks we might have. There are tables to show the positives in the fire department. It is open to any changes or suggestions. There is no plan approval until June. The fireboard has some comments on it, the organization chart needed to show the fireboard. Nothing major. Suggest to Andy that in the position they are in, sometimes, it's a lot better to see where you have been rather than see where you're going at the moment. Retention is hard in the field, but Cedar is doing a great job compared to many other departments.

Tim: Would like the board to consider any feedback, on the strategic plan, prior to the June 2nd meeting. Please send me email comments to address any changes or questions on the plan.

e.) Review/Discuss Salary Adjustment Request for the Township Hall

Cleaning Services by Angie Diotte: Angie is asking for an additional \$25 per payment/cleaning. Right now it takes a few hours with help from my children. I'm at the employee wage and not a 1099 so I can't write off any expenses.

Jan: Right now that is \$50 an hour, which is above the norm for cleaning. Right now (in the market) we are talking about \$25-\$35 per hour to clean. So you are making more than that.

Tanelle: She is saying that is with two people.

Jan: We didn't hire two people.

Tanelle: Which means that is she is doing it in 2-3 hours with help, then she would be doing it twice as long without.

Tim: I would prefer to revisit this and put it in a different context because I don't like how we are addressing this right now. The way it is worded we are in fact picking up the taxes on your salary and I'm not sure I like that, because you're going to get some of that back. That is why I wanted to know how long it takes to clean the hall. I would be more willing to consider the wage for cleaning the hall in a different fashion. If it were more time consuming or dictated a higher wage then what we are currently talking with right now, and dealing with a set number and not specific circumstances.

Jan: Another option would be to change it to an hourly employee and less on a salary position. We took over Judy who was a contract "employee" and you (Angie) agreed to do it for \$100. That was the rate you were hired for.

Todd: Should we put in an ad in the paper and look for another cleaner? If we can find someone that can do it cheaper then does the board go that way? I don't want to upset Angie.

Angie: That's fine, we can do that.

Todd: Angie might be right, we might be on the low end and when we lost the other lady we might have to pay more.

Tim: Let's leave it as it is and revisit this in June. In the meantime I will do some searching for some answers.

Jan: We need the motion to approve the Insurance Renewal before we do the bill approval.

Tim: I just need to see the contract and look it over. I don't have a problem at this point with approving the 5% increase and paying the premium. Our property values increased so that makes sense for the increase.

Motion by Jan Nowak and seconded Tim Stein to approve contract payment for The Municipal Underwriters of West MI. Ayes: 5, Nays: 0. Motion Carried.

Payment of Bills- Tanelle:

Motion by Jan Nowak and seconded Angie Diotte to approve payment of bills for May 10, 2022. Ayes: 5, Nays: 0. Motion Carried.

Correspondence – Email from Scott Jackson, he bought Bob Shimek's house. He forwarded a note to Chairman Greenan at Leelanau County Road Commission, that his road on scenic mountain estate is falling apart. Greenan forwarded it to me, and Scott followed up and wanted to apologize for leap frogging. We will take it into considering.

Public forum – Eric Carlson: I checked my notes and Elmwood Township paid an increase of 9%. Worth \$33,000 in premium, they are a charter township.

Tim: The biggest jump was the building replacement, but with the values going up that makes sense.

Motion by Todd Nowak and seconded by Tim Stein to adjourn meeting at 7:53 pm Ayes: 5, Nays: 0. Motion carried.

Tanelle Budd, Clerk

Approved by Tim Stein, Supervisor

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